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AIR

25 May 1948

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SUBJECT: Travel Voucher - []

TO: Chief, MEMPH
Heidelberg

ATTN: []

DECLASSIFIED AND RELEASED BY
CENTRAL INTELLIGENCE AGENCY
SOURCE METHOD EXEMPTION 2828
NAZI WAR CRIMES DISCLOSURE ACT
DATE 2007

1. Reference is made to your French MEM-4-78.
2. Enclosed is the original of travel voucher for subject employee covering travel performed during the period 26 July to 7 August 1948 for payment in the field as requested.
3. However, before payment is made you will have to complete the voucher to show the following information. A copy of the additional information is to be forwarded to Washington Headquarters to be attached to and made a part of the copy of the voucher retained in HQ.
- a. Telephone call must show name of person called or, if for security reasons name is withheld, a certificate to this effect must be inserted on the voucher. All expenses for long distance calls must be supported by receipt (i.e. hotel bill if call made from hotel) unless call is made from pay 'phone or a certificate in lieu of receipt.
- b. The claim for taxis in Munich may not be allowed as now presented. If for security reasons the points between which taxi service was rendered cannot be shown, the voucher must so state. In any event, the number of trips and charge per trip must be shown in the voucher and an explanation as to why local transportation could not be used in the interest of

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the Government. This justification is required on only those taxis used in going from or to residence or place of business to or from transportation terminal when an employee is in travel status may be allowed without a justification as to why regular local transportation could not have been used.

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